

REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION

REVISED
92

June 3, 2003

FROM: MARCEL TURNER, Director
Human Resources

SUBJECT: APPROPRIATION AND REVENUE ADJUSTMENTS

RECOMMENDATION: Authorize the Auditor/Controller-Recorder (ACR) to adjust appropriation for Risk Management, as indicated in the Financial Impact section, to reflect payments for Facilities Management services that were budgeted in a prior fiscal year.

BACKGROUND INFORMATION: In fiscal year 2001-02, Risk Management submitted Facilities Management requisitions to re-carpet, repaint, and perform other maintenance in their work areas. On May 21, 2002, the Board directed that Risk Management administer the Emergency Medical Services (EMS) program (SB612 and AB75), which had previously been administered by the Arrowhead Health Administrators (AHA). On July 1, 2002, the County Administrative Office approved Capital Improvement Program (CIP) Request 01-83 to facilitate the transition of office space from AHA to Risk Management.

The cost for these projects was included in Risk Management's 2001-02 budget; however, Facilities Management completed the projects in 2002-03 and, subsequently, Risk Management was charged for these services in 2002-03. This item will adjust appropriation to recognize the charges for these completed projects in 2002-03.

REVIEW BY OTHERS: This item has been reviewed by the ACR (Howard Ochi, Deputy Auditor) on June 2, 2003 and the County Administrative Office (Daniel R. Kopp, Administrative Analyst) on June 2, 2003.

FINANCIAL IMPACT: Approval of this item will not result in additional local cost. The following appropriation adjustments are requested:

	<u>Accounting Codes</u>	<u>Description</u>	<u>Amount</u>
Increase	IBP RMG RMG 200 2870	Services and supplies	\$103,445
Increase	IBP RMG RMG 9975	Operating transfers-in	\$103,445
Increase	IAB RMG RMG 530 5030	Operating transfers-out	\$103,445

SUPERVISORIAL DISTRICTS: All

PRESENTER: Pamela H. Thompson, Risk Manager, 386-8620.

Record of Action of the Board of Supervisors

92
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